1. SECTION B, SUPPLIES OR SERVICES AND PRICES/COSTS

Page 3b, Section B

Delete page 3b in its entirety and insert replacement page 3b, Amendment 0008 page 4 of 19. Replacement page adds CLIN 0013, Inventory Accuracy Improvement Plan.

2. SECTION C, PERFORMANCE WORK STATEMENT

Page 9, Paragraph C 1.3, Quality Control / Customer Satisfaction Plan (QC/CSP)

Delete page 9 in its entirety and insert replacement page 9 and new page 9a, Amendment 0008 pages 5 and 6 of 19. Replacement page adds new paragraph C 1.3.1, requirements for QC/CSP to page 9. New page 9a adds paragraph C 1.3.2, Inventory Accuracy Improvement Plan (IAIP), and moves the first paragraph of C 1.4 to the new page.

Page 12, Paragraph C 1.6.6, Material / Equipment Accountability

Delete page 12 in its entirety and insert replacement page 12, Amendment 0008 page 7 of 19. Replacement deletes reference to "DLAR 5710.1" in the second paragraph and inserts correct reference of "DLAI 5710.1".

Page 17, Paragraph C 2.1, General Definitions

Delete page 17 in its entirety and insert replacement page 17, Amendment 0008 page 8 of 19. Replacement revises definition for Controlled Inventory Items.

Page 29, Paragraph C 3.2.2.1, Mechanized Material Handling Systems (MMHS)

Delete page 29 in its entirety and insert replacement page 29, Amendment 0008 page 9 of 19. Replacement revises the paragraph.

3. SECTION E, INSPECTION AND ACCEPTANCE

Page 134, Clause E02 – Inspection and Acceptance

Delete page 134 in its entirety and insert replacement page 134, Amendment 0008 page 10 of 19. Replacement adds "Contracting Officer's Representative to the first sentence, and adds "COR" to the three references to "COTR" in the rest of the paragraph.

4. SECTION G, CONTRACT ADMINSTRATION DATA

Page 136, Clause G02 – Invoicing Instruction

Delete page 136 in its entirety and insert replacement page 136, Amendment 0008 page 11 of 19. Replacement incorporates several revisions to the clause.

Page 137, Clause G02 – Invoicing Instruction

Delete page 137 in its entirety and insert replacement page 137, Amendment 0008 page 12 of 19. Replacement incorporates several revisions to the clause.

5. SECTION H, SPECIAL CONTRACT REQUIREMENTS

Page 138, Clause H01 – Post-Award Conference, and Clause H03 – Designation of COTR

Delete page 138 in its entirety and insert replacement page 138. Amendment 0008 page 13 of 19. Replacement revises the clauses.

6. SECTION L, INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS OR RESPONDENTS.

Page 167, Provision L13, Sequence of Events During Proposal Evaluation

Delete page 167 in its entirety and insert replacement page 167, Amendment 0008 page 14 of 19. Replacement revises paragraph L13 (c).

Page 168, Provision L13, Sequence of Events During Proposal Evaluation

Delete page 168 in its entirety and insert replacement page 168, Amendment 0008 page 15 of 19. Replacement further revises L13.

Page 174, Provision L18, Written Proposal Content: Volume I Part 2

Delete page 174 in its entirety and insert replacement page 174, Amendment 0008 page 16 of 19. Replacement adds requirement for Inventory Accuracy Improvement Plan to paragraph L18(b)(1).

7. SECTION M, EVALUATION FACTORS FOR AWARD

Page 181, Provision M03, Evaluation Factors for Award

Delete page 181 in its entirety and insert replacement page 181. Amendment 0008 page 17 of 19. Replacement corrects typographical errors in paragraph M03 (b).

Page 182, Provision M03, Evaluation Factors for Award

Delete page 182 in its entirety and insert replacement page 182. Amendment 0008 page 18 of 19. Replacement replaces "costs" with "prices" in paragraph M03(f)(2).

Page 183, Provision M03, Evaluation Factors for Award

Delete page 183 in its entirety and insert replacement page 183. Amendment 0008 page 19 of 19. Replacement revises paragraph M03(h).

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		UNIT <u>PRICE</u>	EST HRS	TOTAL
0009	SPECIAL FUNCTIONS: Paragraph C-5.5.6 Blocking & Bracing for Ordnance Support	\$	4,890	\$
0010	SPECIAL FUNCTIONS: Paragraph C-5.5.2.3 Rewarehouse & Intradepot Support Allowable cost will be reimbursed.		N/A	
0011	CONFERENCES C-5.5.3 IAW FAR 31.205-46, Travel Costs, allowable cost will be reimbursed.		N/A	
0012	TRANSITION PERIOD: Paragraph C-1.5 (Not to exceed 130 days after Notice to Proceed)	\$	N/A	\$
0013	INVENTORY ACCURACY IMPROVEMENT PLAN (IAIP): Paragraph C-1.3.2	\$	N/A	\$

OPTION PERIOD (24 MONTHS)

	UNIT <u>PRICE</u> <u>F</u>	x FORECAST	TOTAL AMOUNT
LINE ITEM	PER LINE NOTE: Forecast is	•	TOTAL Period (2 yr.)
5001 REQUIREMENTS	\$		\$

NOTE: See Clause B02 for Illustration of Payments
The Performing Activity shall provide materiel Distribution
Service performed at the Defense Distribution Depot
Cherry Point, North Carolina, (DDCN) as defined in the
Performance Work Statement (PWS), Section C,
Paragraphs C-5.1 through C-5.4 and C-5.5.4 of this solicitation.

Minimum Estimated Quantity - **378,958** Line Items Received and Issued over the Option Period of 24 Months

NOTE: The Special Function CLINs listed below shall be priced to reflect the total cost to perform that function, to include labor and material costs.

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The PA's QC/CSP shall demonstrate management commitment to process improvement, goal communication and commitment of resources, while complying with the contract requirements and standards. The PA's QC/CSP shall demonstrate how its quality control measures will achieve such benefits as decreased performance time, reductions in nonconforming services, continuous quality improvement and increase customer satisfaction.

1.3.1 QUALITY CONTROL/CUSTOMER SATISFACTION PLAN REQUIREMENTS

The QC/CSP shall address the following:

- 1. Identification of the roles and responsibilities of the various resources needed to perform QC/CS, as well as any applicable internal management controls.
- 2. Accounting for resources necessary to perform quality control and customer satisfaction and how the resources are integrated into daily operations.
- 3. Approach to ensuring that the correct item, quantity and condition code is received, maintained in storage and shipped, and special functions are performed in accordance with the requirements set forth in Section C-5. This approach shall include such things as:
 - A system for continuous quality improvements.
 - A monitoring mechanism for measuring process improvements and compliance with performance standards.
 - Establishment of a reporting system.
- 4. Approach for increasing customer satisfaction. This approach shall include such things as:
 - A system for communicating with customers and obtaining their feedback.
 - A system for tracking the progress of and resolving customer complaints.
 - Method for measuring customer satisfaction.
 - Establishment of a reporting system.
- 5. Approach to the security, accountability, and safeguarding of mission stock and GFP.

The Plan shall also include methods of direct and indirect communications with the Government regarding performance of the contract. The communications shall include regular and formal monthly meetings with the Government. Informal communications shall also be addressed. The KO or designee will monitor performance standards on a monthly basis except as otherwise noted in Section C-5. The PA shall be responsible for performing all contract requirements IAW all applicable laws and regulations to include complying with all updates and changes.

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1.3.2 INVENTORY ACCURACY IMPROVEMENT PLAN

The PA shall utilize the information on inventory population and accuracy rates provided in Technical Exhibit 1.1 in order to determine if the PA will need to bring any or all of the inventory accuracy rates up to the APLs specified in paragraph C 5.3.3. If so, the PA shall develop and submit an Inventory Accuracy Improvement Plan (IAIP) as part of the QC/CSP. At a minimum, this IAIP shall address the actions, resources, and schedule for improving the deficient inventory accuracy rate(s) to the APL(s) within twelve months of the beginning of full PA performance. If the overall inventory accuracy rate, during transition, differs by 5% from the most recent rates included in Technical Exhibit 1.1, the Plan shall be revised and renegotiated as appropriate.

1.4 SURGE, SUSTAINMENT AND MOBILIZATION PLAN

The PA shall provide a Surge, Sustainment and Mobilization Plan (SSMP), which addresses methods for meeting performance standards when there is a disruption in normal workload operations. The basic tenet of this Plan is that the PA is responsible for identifying the situation, initiating the response and assuring the continued Depot operations during adverse situations or disruptions of normal workload operations. These situations include but are not limited to:

- Strikes
- Natural and man-made disasters
- Adverse weather conditions
- Sudden increases in workload (short-term)
- Sudden increases in workload (long-term)
- Loss of essential depot operation function(s)

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employment. Access to other tenant commands/locations may require additional ID Cards/Badges.

1.6.3 VEHICLE REGISTRATION

All PA-provided vehicles and PA employee vehicles shall be registered. All MCAS, Cherry Point-issued decals must be removed from the vehicles and returned to the Pass and ID Division either at completion of the contract, completion of employment or a change in the vehicle used for access to the MCAS installation.

1.6.4 INSTALLATION PARKING

The PA and its employees shall abide by MCAS, Cherry Point parking regulations.

1.6.5 KEY CONTROL

The PA shall be responsible for keys provided to the PA by the Government IAW DLAI 5710.1, paragraph f. Keys shall not be duplicated or used by unauthorized PA personnel. The PA shall ensure that keys issued to the PA by the Government are safeguarded. The PA shall report any occurrence of duplicated or lost keys to the KO or designee within two (2) hours after discovery of occurrence and submit a written report to the KO or designee, providing complete details, by close of business the same workday. If lost keys are discovered at the end of the day, and it is not possible to submit a written report to the KO/designee by COB the same workday, the report is due within two (2) hours from the beginning of business on the next workday. The PA shall reimburse the Government for all costs associated with replacement of locks or re-keying required as a result of keys being duplicated or lost by the PA.

1.6.6 MATERIAL/EQUIPMENT ACCOUNTABILITY

The PA shall ensure access control by locking or unlocking the areas or facilities for which the PA is responsible. The PA shall report all lost, damaged, or destroyed mission stock property IAW DLAD 4145.69, Inventory Adjustment Research, and lost, damaged, or destroyed accountable property IAW DDCD 7500.1, Financial Liability Investigation of Property Loss to the KO or designee within one (1) business day of discovery. The PA shall prepare a Financial Liability Investigation of Property Loss (currently Form DD 200) or similar PA investigative report providing data IAW the DLAD 4145.69 or DDCD 7500.1, as appropriate, for the lost, damaged or destroyed property. The PA shall follow the established timeframes in the references to submit the report to the KO or designee.

The PA shall ensure compliance with all regulatory guidance, DOD 5200.1-R Information Security Program, DLAM 5710.1 Physical Security Manual, DLAI 5710.1 Security of DLA Activities and Resources, DLAR 5200.12 DLA Information Security Program, DOD 5220.22R Industrial Security Regulation, DOD 5220.22S COMSEC Supplemental to Industrial Security Manual for Safeguarding Classified Information, and DOD 5220.22M National Industrial Security Program Operating Manual (NISPOM). The PA shall report any security violations to the KO or designee within 1 day.

1.6.7 AUTOMATED SYSTEM SECURITY

Prior to the end of the transition period, the PA shall request Automated Data Processing (ADP) clearances for their employees requiring access/passwords to the government-furnished data systems. All positions involved in computer activities require at least a minimum ADP III

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<u>Condition Code (CC)</u> Classifies materiel in terms of readiness for issue and use or to identify action underway to change the status of materiel as identified in DoD 4000.25-2-M, Appendix B6, and Federal Condition Codes.

Contracting Officer (KO) The legal agent of the Government who binds the government to the contract.

<u>Contracting Officer's Representative (COR) / Contracting Officer's Technical Representative (COTR)</u> An individual designated and authorized in writing by the Contracting Officer to perform specific technical or administrative functions.

<u>Controlled Inventory Items</u> Those items designated as having characteristics, which require that they be identified, accounted for, secured, segregated, or handled in a special manner to ensure their safeguard or integrity. Controlled items requiring 100% annual inventory in descending order of degree of control normally exercised are:

- a. Classified items Includes Top Secret, Secret, Confidential items
- b. Narcotics, drug abuse items and alcohol
- c. Category I non-nuclear missiles and rockets
- d. Precious metals
- e. Small arms
- f. Radioactive items
- g. Inert nuclear ordnance material
- h. Other as designated by DoD or DoD Component

<u>Department of Defense Activity Address Code (DoDAAC)</u> A distinct six-position alphanumeric code assigned to identify specific units, activities or organizations as found in the DoD Activity Address Dictionary.

<u>Department of Defense Activity Address Dictionary (DoDAAD)</u> Publication that lists all DoD activities and their six-position alphanumeric codes called DoDAACs.

<u>Designee</u> The individual(s) designated and authorized in writing by the Contracting Officer to perform specific technical or administrative functions.

<u>Discrepancy</u> A deviation of material from government Military Standards (MIL-STD), specifications or regulations as it pertains to such things as: condition, damage, quantity, deterioration and packaging.

<u>Disposal Release Order (DRO)</u> A type of issue request directing shipment of materiel to a DRMO.

<u>Disposal Release Order (DRO) Processing Time</u> Measurement of the number of days it takes between when the depot receives the DRO and the time transportation actually ships the materiel.

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3.2.2.1 MECHANIZED MATERIAL HANDLING SYSTEMS (MMHS)

Government-furnished MMHS is set forth in Technical Exhibit 2.3. The condition of the MMHS as listed in the Technical Exhibit is for information purposes only and may not be relied on by the PA for determining which MMHS is suitable for use. MMHS not accepted by the PA will remain in-place. If the KO authorizes the removal of the government-furnished MMHS, it may be removed by the PA at the PA's expense. The PA shall protect, preserve, maintain (including normal parts replacements) and repair all MMHS IAW manufacturer's recommendations/specifications, in compliance with equipment warranties, and sound industry practice (See FAR 52.145-11(g)(1) through (3)). Replacement of such parts as a conveyor motor, rollers, or belts are considered normal replacement parts associated with maintenance of MMHS. This includes SRV battery repair and replacement, as necessary for this equipment.

The replacement of government-furnished MMHS not covered under FAR 52.245-11(g) will be the responsibility of the Government and, if authorized by the KO, the PA will be reimbursed for the costs associated with the purchase and installation of the replacement MMHS. In order to accommodate the funding lead-times associated with capital equipment (unit price greater than \$100,000), the PA shall notify the KO or designee at least two years in advance of the anticipated replacement date in order to provide the Government with sufficient time to obtain approval and funding.

3.2.2.2 MATERIAL HANDLING EQUIPMENT (MHE)

Government-furnished MHE is set forth in Technical Exhibit 2.2. The condition of the MHE as listed in Technical Exhibit is for information purposes only and may not be relied on by the PA for determining which MHE is suitable for their use. The PA shall protect, preserve, maintain (including normal parts replacement), and repair all government-furnished MHE that it chooses to use in performance of this contract IAW the schedules established in the Equipment Management and Control System (EMACS) guidance, DLAI 4500.36, Management, Acquisition and Use of DLA Operating Equipment, in compliance with equipment warranties, and sound industry practice (See FAR 52.145-11(g)(1)). When the PA no longer wants to continue to operate and maintain the MHE, the PA shall notify the KO or designee and return the MHE back to the Government. Title to any replacement MHE purchased by the PA shall remain at all times with the PA, unless the MHE is used as a sub-component on Government-Furnished equipment. (Technical Exhibit 2.8 lists Government-Furnished Property Under Warranty)

3.2.2.3 OTHER EQUIPMENT

The Government will provide the computers and peripheral equipment as set forth in Technical Exhibit 2.4 or its equivalent for use in the performance of this contract. In addition to the maintenance requirements of FAR 52.245-11(g), the PA shall be responsible for actions IAW manufacturer warranties, initial troubleshooting ADPE software reported problems, exterior cleaning of workstations and printers, replacement of printer consumable components (i.e., drive roller or cutter blades, etc.), and the installation/relocation of ADPE. The Government is responsible for the installation of software associated with the upgrade of any government-furnished, non-commercially available data system, and when the software upgrade of any government-furnished, non-commercially available data system renders the ADPE obsolete, the Government will upgrade the hardware. The PA shall not alter any software without the approval of the KO or designee. The PA is permitted to upgrade/maintain government-furnished, commercially available software as long as it does not impact compatibility with government-furnished systems and communications.

SECTION E, INSPECTION AND ACCEPTANCE

(X) E01 – <u>CLAUSES INCORPORATED BY REFERENCE</u> FAR 52.252-2 (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): http://web.deskbook.osd.mil.

I. FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) CLAUSE

FAR Ref. No. Clause Title and Date

FAR 52.246-4 Inspection of Services Fixed Price (Aug 1996)

II. DEPARTMENT of DEFENSE FEDERAL ACQUISITION REGULATION SUPPLEMENT (48 CFR CHAPTER 2) CLAUSES

DFARS Ref. No. Clause Title and Date

DFARS 252.246-7000 Material Inspection and Receiving Report (DEC 1991)

(X) E02 - INSPECTION AND ACCEPTANCE DSCC 52.246-9C16 (APR 1984)

The Contracting Officer's Representative/Contracting Officer's Technical Representative—TO BE DETERMINED (See Clause H03)—is designated as the point of final inspection and acceptance by the Government of all items required by the contract. The Contracting Officer reserves the right to change the COR/COTR or to appoint alternate COR/COTR(s) as needed. Such changes or new appointments should be made by modifications to the contract. In addition, the contractor will be provided copies of the contract administration plan detailing the responsibilities and limitations of authority of the COR/COTR.

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SECTION G, CONTRACT ADMINISTRATION DATA

(X) G01. The Administration Contracting Officer (ACO) shall be designated below at time of award for information relating to contract administration.
(X) G02 - INVOICING INSTRUCTION
(a) Invoices/vouchers shall be submitted on not more than the fifth (5 th) working day after the end of the previous month. The amount claimed to be due for services rendered shall be indicated for Contract Line Item Numbers (CLINs) and Delivery Order Number.
(b) Each invoice/voucher will be forwarded to the COR/COTR for certification. The COR/COTR will be responsible to indicate the date received and process within three (3) working days. Upon acceptance/approval, the COR/COTR will then forward to the appropriate Defense Finance and Accounting Services office as indicated on the Standard Form 33 of the contract for payment and will also forward an information copy to the Administrative Contracting Officer (ACO).
(c) In addition to the requirements of FAR 52.232-25, Prompt Payment, invoices/vouchers shall contain the following information:
 Contract Number, Delivery Order Number and/or Modification Number, and CLIN.
2. Description of work.3. If applicable, quantity.
4. If applicable, other costs incurred and allowable under the contract and
identification of such costs.5. A certificate for the COR/COTR's signature stating:
(I have reviewed invoiced/vouchered costs and certify that they appear correct and accurate. I hereby accept services as stated)
(COR/COTR Signature)

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(d) Cost-reimbursement CLINs only:

- 1. Contract Number, Delivery Order Number and/or Modification Number, and CLIN.
- 2. Description of Work.
- 3. If applicable, hourly rates, and number of labor hours.
- 4. If applicable, other costs incurred and allowable under the contract and identification of such costs non-labor costs, which includes supplies/material and services.
- 5. A certificate for the COR/COTR's signature stating:

(I have reviewed invoiced/vouchered costs and certify that they appear correct and accurate.)
(COR/COTR Signature)

SECTION H, SPECIAL CONTRACT REQUIREMENTS

(X) H01 - POST-AWARD CONFERENCE

The contractor will be required to attend a post-award conference at DDC, New Cumberland, PA prior to the commencement of the transition period. The purpose of the conference is to highlight essential contract requirements, coordinate implementation timelines and answer any questions the contractor may have prior to commencement of work. During the period between the decision announcement and the conference, the contractor should submit any questions in writing to the Administrative Contracting Officer (ACO). The ACO will arrange with the contractor as to the time, date and location of conference.

(X) H02 - <u>INSURANCE</u> DSCC 52.228-9C02 (SEP 1989)

The kinds and minimum amounts of insurance required by FAR 52.228-5 are as follows:

TYPE MINIMUM AMOUNT

- General Liability Insurance Bodily Injury
 Automobile Liability Insurance
- Property Damage Bodily Injury

\$500,000 per occurrence \$ 20,000 per person \$200,000 per person \$500,000 per occurrence

(X) H03 - DESIGNATION OF COR/COTR

(a) The Contracting Officer shall designate a Contracting Officer Representative/ Contracting Officer's Technical Representative (COR/COTR) for this contract in writing prior to performance. The COR/COTR is responsible for monitoring progress and overall management of contractor performance hereunder. In no event, however, will any understanding or agreement, modification, change order, or other matter deviating from the terms of subject contract between the contractor and any person other than the Contracting Officer be effective or binding upon the Government, unless formalized by proper contractual documents executed by the Contracting Officer prior to completion of this contract.

(b) On all matters that pertain to contract terms, the contractor will contact the Contracting Officer. When, in the opinion of the contractor, the COR/COTR requests effort outside the existing scope of the order or contract, the contractor will promptly notify the Contracting Officer in writing. No action will be taken by the contractor under such request unless and until the Contracting Officer has issued a contractual modification.

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(X) L13 - SEQUENCE OF EVENTS DURING PROPOSAL EVALUATION

- (a) Written proposals and oral presentation materials will receive an initial screening to ensure completeness and compliance with minimum solicitation requirements. Submissions failing to meet stated minimums may not warrant further consideration by the Government as prescribed by evaluation criteria set forth in Section M. During initial screening, emphasis will be focused on Technical Proposal (Volume I) and Past Performance (Volume II) for purposes of proceeding to oral presentations.
- (b) Communications are exchanges between the Government and offerors. Subsequent to receipt of proposals, communications may be conducted with offerors as deemed necessary by the Government in accordance with the procedures set forth in FAR 15.306. They will be conducted as follows:
- (1) Requests for clarification and/or information concerning this solicitation shall be submitted in writing either by mail, fax, or electronic mail to the following:

DEFENSE SUPPLY CENTER, COLUMBUS DSCC-PR P.O. BOX 3990 COLUMBUS, OH 43216-5000

Attn.: Solicitation SP0700-00-R-7006 Fax Number: (614) 692-6273

Email: defense depots@dscc.dla.mil

(2) If sent electronically, the subject shall be "Clarification of Solicitation SP0700-00-R-7006". An acknowledgement of receipt will be sent within one business day. Offerors not receiving an acknowledgement within one business day should assume electronic transmission was not successful and resend. The Government assumes no responsibility for

(3) Request for clarification and/or information concerning this solicitation should be submitted in the following format:

Reference:	Section,	Page,	Paragraph	, (or Figure	_).
Question:					

Name and Fax number:

delay or loss of electronically transmitted correspondence.

- (4) No information concerning this solicitation or requests for clarification will be provided in response to offeror-initiated telephone calls. All such requests must be made in writing and submitted to the above addresses. Inquiries will be answered in writing and provided to all offerors. However, because of response time, requests may not be answered if received by the above addressee within five calendar days of the due date for offers as specified in this solicitation.
- (c) To streamline the acquisition process, the Government may perform a preliminary evaluation of past performance and the written technical proposals prior to oral presentations. Based on this evaluation, offerors will then be notified either when their oral presentation will be conducted or their proposal has been eliminated from further consideration. Therefore, the

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offeror's initial proposal should contain the offeror's best efforts for both past performance and written technical proposals. This process is not a competitive range determination.

- (d) The Government intends to select the best-value offeror without conducting discussions; therefore, the offeror's initial proposal should contain the offeror's best terms for all evaluation elements: price, past performance, technical and subcontracting/special programs participation. The Government reserves the right, however, to conduct discussions if the Contracting Officer later determines them to be necessary. In accordance with FAR 15.306(d)(2), the objective of discussions is "to maximize the Government's ability to obtain best value, based on the requirement and the evaluation factors set forth in the solicitation". If the Contracting Officer determines that discussions are necessary due to proposal weakness, deficiency, or other issues which must be addressed before award, discussions will be conducted, either orally or in writing. Discussions will be held with only those offerors determined to be within the competitive range, based on independent ratings of each proposal against all evaluation criteria in this solicitation.
- (e) Discussions will be accomplished in a timely manner via the most efficient/economical means. Where discussions are applicable, such notice(s) will be provided to the offeror identifying areas of proposal weakness or lack of clarity. Offerors shall respond to notice(s) during discussions in accordance with guidance provided by the contracting officer.
- (f) Once discussions have concluded offerors will be afforded an opportunity to revise their proposals and will be requested to submit proposal revision(s) to the Government. Upon completion of evaluation of proposal revision(s), the Government will select the offeror presenting the best overall value to the Government.

OFFERORS ARE HEREBY ADVISED THE GOVERNMENT RESERVES THE RIGHT TO MAKE AWARD WITHOUT DISCUSSIONS; THEREFORE, OFFERORS SHOULD PROPOSE THE BEST OFFER INITIALLY.

(g) Pre-award debriefings shall be conducted in accordance with FAR 15.505 and post-award debriefings in accordance with FAR 15.506.

(X) L14 - FORMAT FOR PROPOSALS

(a) Written proposals shall be submitted in four volumes (Volumes I and III in two parts), in loose-leaf binder(s), as outlined below. Offerors shall attach a binder cover sheet to the outer cover of each volume, which clearly identifies each volume by volume number, volume

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inches x 11 inches, which when folded in half will be no larger than 8.5 inches x 11 inches.

- (b) If there are any discrepancies between the electronic version and the hardcopy version submitted in response to this RFP, the hardcopy version will be considered binding.
- (c) To aid in evaluation, proposals will be practical, straightforward, specific, concise, and complete. Proposals shall be neat, indexed/cross-indexed and logically assembled. Each proposal part shall begin with an executive summary. All pages of each part shall be appropriately numbered and identified by the solicitation number. In addition to the specific requirements for each proposed part, the offeror shall provide whatever other narrative or supporting materials (matrix, charts, or graphics) considered necessary for the Government to fully understand the proposal. Cost information shall be included in the price proposal only. Standard man-years shall be clearly defined as the total number of productive direct labor hours.

(X) L18 - WRITTEN PROPOSAL CONTENT: VOLUME I PART 2

- (a) Personnel Position Descriptions for Personnel: The written proposal shall contain position descriptions for each proposed labor category that will define the minimum requirements. The position descriptions shall include:
 - Position
 - Organizational Controls
 - Minimum education requirements
 - Experience substitutions for education
 - Minimum general experience in years
 - Minimum specific experience in years
 - Specific skills, knowledge and abilities
 - (b) Plans: The offeror shall provide the plans indicated below:
- (1) Quality Control/Customer Satisfaction Plan as described in **Section C-1** of the PWS, to include an Inventory Accuracy Improvement Plan, as applicable.
- (2) Surge, Sustainment and Mobilization Plan as described in **Section C-1** of the PWS.
 - (3) Transition Plan as described in **Section C-1** of the PWS.

(X) L19- PAST PERFORMANCE FORMAT: VOLUME II

(a) Past performance information is relevant information used in determining the level of risk for source selection purposes regarding a contractor's actions under previously awarded contracts. It includes the following experience: performing warehousing and distribution functions in an environment similar to that of a DLA distribution depot; packaging; operating proprietary data systems; transportation management; performing site-specific special functions; satisfying customer requirements/expectations; financial and business stability; contract

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- (3) The offeror's proposal must demonstrate a clear understanding of the nature and scope of work required. Failure to provide a realistic, reasonable and complete proposal may reflect lack of understanding of the work requirements of the contract and may result in a determination that the offeror's proposal is unacceptable. The Government does not assume a duty to search for clarification data to cure problems or inconsistencies with an offeror's proposal.
- (b) This acquisition is being conducted as a cost-comparison study under OMB Circular No. A-76. There will be two phases leading to the determination to either award a contract or retain the requirement for in-house (federal civilian workforce). The first phase will be the Government selection of the best-value contractor. The second phase will be the appropriate consideration to relative cost in deciding government performance and performance under contract (second phase discussed at M06).
- (c) The source-selection procedures in the first phase shall be conducted in accordance with FAR 15.1, Source Selection. A hybrid fixed-price (indefinite delivery/indefinite quantity (ID/IQ)) contract with cost-reimbursement provisions will be awarded as a result of this source selection if determined most economical as addressed above. The objective of this best-value process is to select the offeror whose proposal provides the greatest overall benefit in response to the requirement. Initial review will affirmatively determine responsible offerors as prescribed in FAR Subpart 9. However, comparative assessment of proposals evaluated against the criteria leading to selection of the best-value offeror shall represent the best trade-off between lowest evaluated price/cost for performance that meets or exceeds the acceptability standards for non-cost factors. Best value is represented by the most advantageous offer conforming to the solicitation and demonstrating the best value to the Government in terms of price, past performance, technical proposal, and socioeconomic programs participation.
- (d) The Government reserves the right to select other than the lowest proposed overall cost/price since the Government is interested in obtaining superior performance. Conversely, the Government will not pay a price premium that it considers disproportionate to the benefits associated with the proposed margin of service superiority. The process will provide an impartial, equitable and comprehensive evaluation of each offeror's proposal and related capabilities. Subjective judgment on the part of the Government evaluators is implicit throughout this source selection.
 - (e) The evaluation factors, in descending order of importance, are as follow:
 - (1) Price (All evaluation factors other than cost or price, when combined, are approximately equal to cost or price.)
 - (2) Past Performance (Total risk assessment)
 - (3) Technical
 - (4) Socioeconomic Program Utilization
- (f) <u>Evaluation of Price</u>. The total evaluated price will be calculated by adding the totals for the transition, base and option periods. For evaluation purposes only, those CLINs reflecting an estimate will be calculated and added with the appropriate period. These estimates are not to be considered a guaranteed quantity.

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- (1) Completeness will be evaluated by assessing whether the proposal contains costs to perform all tasks required by Request for Proposal.
- (2) Realism will be evaluated by assessing the compatibility of proposal prices with proposal scope and effort.
- (3) Reasonableness will be evaluated through cost or price analysis techniques as described FAR Subpart 15.4.
- (g) Evaluation of Past Performance: The Government will evaluate past performance using a two-tier approach. In the first tier, the Government will evaluate the relevance of past performance, and the quality of the offeror's past performance taking into account safety, reliability, financial strength, responsiveness to customers, conformance to specifications and standards, and containment of costs. In the second tier the Government will assess the total overall risk associated with the offeror's ability to successfully perform the proposed effort considering the offeror's relevant present and past performance. The assessment of the offeror's past performance will be used as a means of evaluating the relative capability of the offeror and the other competitors. Relevance and quality have approximately equal importance in assessing total risk. The lack of performance history is not grounds for disqualification for award under this solicitation.
- (1) In investigating an offeror's past performance, the Government may consider information in the offeror's proposal and information obtained from other sources, including past and present customers and their employees; other government agencies, including state and local agencies; consumer protection organizations and better business bureaus; former subcontractors; and others who may have useful information. Failure by the offeror to provide evidence of performance on contracts of a similar nature in terms of period of performance and complexities of the services provided will result in the Government evaluating past performance of no relevant history. In the case of an offeror without a record of relevant past performance or for whom information on past performance is not available, the Government will evaluate past performance as neutral/unknown confidence in accordance with FAR 15.305(a)(2)(iii) and (iv). Evaluation of neutral/unknown confidence will not eliminate the offeror from the overall review and evaluation of their proposal for this RFP.
- (2) Evaluation of past performance will be a subjective assessment based on a consideration of all relevant facts and circumstances. It will not be based on absolute standards of acceptable performance. The Government is seeking to determine whether the offeror has consistently demonstrated: ability to perform warehousing and distribution functions in an environment similar to that of a DLA distribution depot; ability to perform packaging; ability to operate proprietary data systems; ability to perform transportation management; ability to perform site-specific special functions; ability to satisfy customer requirements/expectations; financial and business stability; contract compliance; and, compliance with safety and environmental requirements. This is a matter of judgment and total assessment will be used as a comparative measure of each offeror's ability to successfully perform against the requirement in this solicitation.
- (3) The offeror's performance on subcontracting plans, socioeconomic proposals, support to Javits-Wagner-O'Day Act Entity and Mentoring Business Agreements that have been incorporated into contracts will also be considered. However, the lack of special socioeconomic proposals, agreements, support, or mentoring will not deter Government's evaluation of offeror's past performance nor will it eliminate the offeror from the overall review and evaluation of their proposal.

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- (h) Evaluation of the Technical Proposal. The evaluation of each sub-factor will consider completeness and clarity, degree of compliance with the solicitation, and the risk that the approach will be unsuccessful as proposed. Evaluation of the Technical Proposal will be a subjective assessment based on a consideration of all relevant facts and circumstances. It will not be based on absolute standards of what is considered acceptable. The Government is seeking to determine whether the offeror demonstrates a thorough understanding of the scope and complexity of the work and the need to protect government property, employees, and the public. This is a matter of judgment. Offerors retained in the competitive range will be given an opportunity to address deficiencies in their proposal. The offeror's response, or lack thereof, will be taken into consideration in the final evaluation. A rating of "Unacceptable" for any sub-factor listed for the Technical Proposal will render the entire Technical Proposal unsatisfactory. The Technical sub-factors are as follows:
 - Warehousing and Distribution (Oral Presentation)
 - (i) Warehousing and Distribution Operations and Management
 - (ii) Special Functions Operations and Management
 - (iii) Site Management
 - 1. Organization
 - 2. Key Personnel Capability Assurance Strategy
 - (iv) Environmental Compliance (site-specific)
 - Transition Plan
 - Surge, Sustainment and Mobilization Plan
 - Quality Control/Customer Satisfaction Plan

The Warehousing and Distribution sub-factor is approximately equal in importance to the Transition Plan, Surge, Sustainment and Mobilization Plan, and Quality Control/Customer Satisfaction Plan combined.

- (i) Evaluation of Subcontracting Plan and Plan for Socioeconomic Program Utilization. It is the policy of the Government to provide maximum practicable opportunities in its acquisitions to small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. Such concerns shall also have the maximum practicable opportunity to participate as subcontractors in the contracts awarded by any executive agency, consistent with efficient contract performance.
- (1) Evaluation of Subcontracting Plan The Government will evaluate the offeror's proposals of a large business concern for the inclusion of a subcontracting plan that covers the entire contract period (including option periods). The subcontracting plan shall be evaluated on adequacy, presence of required information, goals, and assurances contained in the offeror's proposal set forth in FAR Part 19. Evaluation shall be on a comparative basis` among all offerors, rather than via establishment of an "acceptable" standard. This factor is an independent element in the overall award decision. An offeror's efforts to develop additional opportunities and/or that proposes a higher percentage, complexity level, and variety of participation by small, HUBZone small, small-disadvantaged and women-owned small businesses combined generally will receive a higher rating on this factor. Subjectivity in the evaluation of offeror's plan considers information rendered from but not limited to the following